

ABSTRACT OF THE DISCLOSURE

The management of files, folders, and other data is facilitated. When a user inputs a character string (tag), which is desired to be retrieved, to a retrieval character input space and operates a retrieval button on a screen, retrieval is started, and a screen (file) corresponding to the input character string is displayed. This makes it possible for the user to fetch a desired file as required. That is, the user is able to manage and control files without using folders.